

## Frequently Asked Questions to the Staff of the Georgia Medical Board Regarding the Licensure Process for Auricular Detoxification Specialists

**Disclaimer:** Any and all statements herein should not be construed as official policy or positions of the Composite State Board of Medical Examiners (Georgia Medical Board, or Board). The information is merely provided on our web page by Board staff for general guidance to the citizens of Georgia and users of our web site. No individual staff member is authorized to provide a binding opinion or statement for the full Board. Nothing herein should be construed as legal advice or as a legal opinion for any particular situation. Refer to the Rules and Laws of the Composite State Board of Medical Examiners and consult an attorney of your choice for clarification.

**It is RECOMMENDED that YOU DO NOT ACCEPT an offer to practice in Georgia UNTIL you have been notified in writing from the Board that you have met all necessary requirements for an Auricular Detoxification Specialist license.**

- 1. How do I obtain an application for Auricular Detoxification Specialist?** The quickest and easiest way to obtain an application for Auricular Detoxification Specialist licensure is by downloading the forms from our website at [www.medicalboard.state.ga.us](http://www.medicalboard.state.ga.us) under **Information for Health Care Professionals, Download Application, click on Auricular Detoxification Specialist, and then click on Application for Licensure.** A request for an application for **Auricular Detoxification Specialist** licensure may also be requested in writing by submitting the following information: your legal name and mailing address, or by contacting the Board directly at (404) 656-3913 or 3914 and requesting an application by phone.
- 2. Does an application for an Auricular Detoxification Specialist have an expiration date? YES.** Applications for an **Auricular Detoxification Specialist** License remain active for **one-year only**. If you applied for an **Auricular Detoxification Specialist** License and were not issued a permanent license within 12 months, you must reapply by submitting a new application, with your most current information, in addition to an application fee. Upon receipt and review of your application, we will notify you of any documentation previously provided which is acceptable. All other information, such as letters of reference and a current resume **MUST BE** resubmitted. We will not simply “reactivate” your old application.
- 3. Is it true that my Auricular Detoxification Specialist license is only valid for my present employer? YES.** The *Acupuncture Act of Georgia* makes no provision for Auricular Detoxification Specialists to practice independently. Auricular Detoxification Specialists may only practice in a county; state or federal (government operated) drug treatment facility. The rules for Auricular Detoxification Specialists, as promulgated by the Composite State Board of Medical Examiners, only allow the ADS license to be “employer specific.” If you change jobs to another clinic, you must first notify the Medical Board.
- 4. Is there a fee if, as an Auricular Detoxification Specialist, I switch employers and need a new license? YES.** There is a \$50.00 fee for this service. If you switch jobs, we have an online packet. Click on: **Changing My Supervising Physician or Supervising Acupuncturists** in the **Download Applications** section of the **Information For Health Care Professionals** to obtain the instructions and forms. The packet contains a set of instructions and the application form itself. Please complete all the forms in their entirety. If a question or form does not apply to you, please write “Not Applicable” in the answer space or on the form. Be sure to return all your forms, even the ones marked “Not Applicable.” Please include the fee by either check or money order made payable to the Composite State Board of Medical Examiners.
- 5. How long does it take to get my Auricular Detoxification Specialist license?** Absent any complicating factors, the average application process takes approximately six (6) to twelve (12) weeks to complete. Once your application is completed, your file will be reviewed and an initial licensure determination will be made. You will be promptly notified in writing of the initial determination and the next scheduled Medical Board meeting date. (Does the application process take this long for this profession?)
- 6. If my application is not received as “completed” by the 15-business day deadline to go to the next Board meeting, what should I do?** In most cases, the only thing to do is to follow-up with your primary source verifiers to find out if missing documentation has been sent to the Board. An application is considered complete when all the application pages, primary source documentation, and administrative screenings have been conducted. A final quality assurance audit of your application is the final process before your application is considered complete. You will be notified in writing when your application is complete. Staff cannot submit an incomplete application to the Board for approval
- 7. I have a job offer and need a medical license immediately. What should I do?** The application process takes approximately eight (8) to twelve (12) weeks to complete. In the application instructions, applicants are informed **NOT TO ACCEPT EMPLOYMENT** until you receive your Georgia Auricular Detoxification license. The Board must stress to you that it is highly recommended that **YOU DO NOT ACCEPT** an offer of employment in Georgia **UNTIL** you have met all the necessary requirements for licensure and have been notified in writing of your approval for a medical license.

8. **I will be conducting a seminar on Clean Needle Technique (or any other type seminar) in Georgia. Must I have a Georgia Auricular Detoxification License to be able to conduct my seminar?** **NO.** The *Acupuncture Act of Georgia* specifically makes provisions under 43-34-71(b)(3) to allow persons from out-of-state to conduct educational seminars in Georgia without a Georgia Acupuncture license so as long as the instructor is licensed in another state and the seminar is sponsored by a Board approved professional organization of acupuncture. However, if the participants are not licensed in Georgia and the seminar requires a practical examination (demonstrate the needle technique on “volunteer patient”), then, the student must be supervised “directly” either by *a person who is licensed to practice medicine in the state of Georgia* or an *acupuncturist who is licensed in the state of Georgia*.
9. **I am scheduled to complete my training program in June of next year, when should I apply for my Georgia Auricular Detoxification Specialist License?** Applications for an Acupuncturist license (or Auricular Detoxification Specialist license) remain active for one year only. Therefore, you should not apply for an Acupuncturist license (or Auricular Detoxification Specialist license) with the Georgia Medical Board until you have completed all of your required training, including your one (1) year of post-graduate training (for Acupuncturists), and have been notified that you have passed the required examinations.
10. **I received my education outside of the United States. May I apply for an Auricular Detoxification Specialist license in Georgia if I went to an international school?** **YES.** Georgia law makes provisions to allow for licensure for Acupuncturists and Auricular Detoxification Specialists trained outside the United States. The law clearly acknowledges that acupuncture and auricular detoxification are techniques used in Oriental medicine and, therefore, many individuals have been trained in schools outside the United States.
11. **I have decided not to move to Georgia and I want to withdraw my application. What should I do? Is my application fee refundable?** If you decide during the application process that you would like to withdraw your application, it is necessary for you to put this request in writing and sign and date the request and give a brief explanation as to why you would like to withdraw your application. Fees paid to the Georgia Medical Board are **non-refundable** whether or not a license is issued, an application is withdrawn or the application is denied.
12. **What does “primary source verification” mean?** The Medical Board verifies all applicant information as “primary source” verification. This means that we must receive the information **DIRECTLY** from the issuing source. Please refer to the application instructions for additional information on what primary source documentation is acceptable by the applicant.
13. **May a Board licensee practice auricular detoxification in Georgia using Auricular Detoxification license from another state?** **NO.** The only exception that allows an out-state-licensed Auricular to practice in Georgia is when the individual is conducting an educational seminar on acupuncture techniques.
14. **May I report a change of address by e-mail or change it online myself?** **YES.** You may report a change of address to us by e-mail at [MEDBD@dch.state.ga.us](mailto:MEDBD@dch.state.ga.us). Please be sure to include your full name, title and license number.
15. **How do I find out about career opportunities in rural Georgia?** For information concerning practice opportunities in rural Georgia, please contact the **Office of Rural Health Services** at (229) 271-4606 or visit the **Department of Community Health, Office of Rural Health Services** web page at: <http://www.communityhealth.state.ga.us/>.
16. **How do I find out about minority health concerns in Georgia?** For information concerning minority health issues in Georgia, please contact the **Office of Minority Health** at 404-657-6707 or visit the **Department of Community Health, Office of Minority Health** web page at: <http://www.communityhealth.state.ga.us/>.